

OAK HILLS HOMEOWNERS ASSOCIATION  
Board Meeting Minutes  
December 12, 2018

Board members Present: Peggy Scoggin, Rod Karg, Cathy Garza, Jackie Lonero,  
Tom Dominy, Renate Harvey, Barbara Gulley

Cathy called the meeting to order at 7:01 pm

1. Establishment of Quorum
  - a. Quorum was established.
2. Agenda:
  - a. Approval - Tom motioned to accept the agenda. Peggy seconded the motion. A vote was taken and the motion passed.
3. Minutes:
  - a. Approval of the November 14, 2018 Regular Board Meeting Minutes – Tom motioned to accept the November 14, 2018 Regular Board Meeting Minutes. Renate seconded the motion. After a correction made, a vote was taken and the motion passed.
  - b. Approval of the November 14, 2018 Executive Meeting Minutes – Tom motioned to accept the November 14, 2018 Executive Meeting Minutes. Peggy seconded the motion. A vote was taken and the motion passed.
4. Public Comments
  - a. Cynthia reported on CSA45 upgrading the streetlights in Oak Hills to LED lights. She also reported on a plan to install 3 roundabouts at Hwy 156 and Castroville Blvd. intersection.
5. Correspondence:
  - a. Peggy received complaints from homeowners regarding Chickens roaming free. A letter was sent to homeowner to address issue.
6. Reports:
  - a. Budget/Utility Report
    1. Steve presented the Monthly Budget report for November 2018. Peggy motioned to accept the November 2018 Budget Report as presented. Barbara seconded the motion. A vote was taken and the motion passed.
    2. Utility Report was presented.
  - b. Administrative Report
    1. Steve asked the Board if there were any volunteers that would take over the holiday decoration contest judging on Sat Dec 22..
    2. Steve reminded the Board that greenbelt articles are due by Dec 20th.
    3. Steve reported that he will be putting the annual mailing together and mail by the end of the week.

4. Steve reported he is completing 4 incident reports and will send them out to the Board when completed.
  5. Steve announced that he will be resigning from the Administrator position of OHHA effective December 31, 2018. He has offered to be available through January to train the new person.
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- c. Greenbelt
    1. Rod reported on trees around the well site near Colonial that need to be removed next year.
    2. Rod presented bids on removing a dead pine tree along 156, a tree on Charter oak and the tree that has fallen at Maul Oak. Rod recommended using Paradise to do this job for \$2,797. Barbara seconded the motion. After discussion, a vote was taken and the motion passed.
    3. Jackie asked about a request from a homeowner to remove tree rounds that have piled up in greenbelt.
  - d. Maintenance
    1. Cathy updated the Board on the entrance sign project. Peggy motioned to add "Welcome to Oak Hills" on the reverse side of the meeting sign. Rod seconded the motion. After discussion, a vote was taken and the motion passed.
    2. Cathy reported on the maintenance project list.
7. Committee Reports:
- a. Landscaping Committee
    1. Rod reported that there are 3 home that are being fined for landscape violations. One house is in the process of correcting their violation. Rod is looking into getting the area between the parking lot and the pool re-landscaped.
- B. Personnel
1. No Report
8. Old Business:
- a. Reserve Study update.
    1. Steve updated status in his report.
  - b. CCR'S/Bylaws Vote
    1. Steve reported that only 96 ballots have been returned. Rod motioned to extend the voting deadline to March 6, 2019. Jackie seconded the motion. After discussion, a vote was taken and the motion passed.
  - c. Common Trench
    1. Rod motioned to table the Common Trench. Jackie seconded the motion. After discussion, a vote was taken and the motion passed.
  - d. Old Pool Furniture
    1. Tom sold the old pool furniture for \$50. The proceeds to be transferred to the Reserve account.
9. New Business:
- a. Pool Heater Transfer of funds (\$4202.95)
    1. Steve requested a motion to move \$4202.95 from the Reserve account to the General

account to pay for the replacement of the Pool heater. Peggy so moved. Rod seconded the motion. After discussion, a vote was taken and the motion passed.

b. Financial Accounting Reports

1. Cathy discussed possible additional accounting reports that need to be reviewed monthly.

c. Response Letters to Homeowners

1. Rod wrote a response letter to be sent to homeowner.

d. Maintenance Employee – Authority to order, Credit Card

1. Cathy requested that the Maintenance Employee be able to purchase parts and equipment as needed. Discussion to follow.

e. Incident Reports

1. As reported, Steve is working on the reports.

10. Adjournment

- a. Next Meeting Date – January 9, 2019, 7pm Prunedale Library Community Room
- b. Meeting was adjourned at 8:35 pm.